

East Beaches Social Scene Board Meeting Minutes
January 13, 2022, held at the East Beaches Social Scene

Present: Brad Marr, Heather Dionne, Jascha Boge, Shelley Penziwol, Frank Bagnall, Gina German, Gord Kaye, Dennis Muldrew, Al Rear, Tammi Kelly
Regrets: Jordan Sobey

Brad Marr welcomed everyone to the meeting at 10:06 a.m.

Brad presented the agenda and asked if there were any additions. No additions.
MOVED by Gord to adopt the agenda

Adoption of minutes of board meeting on November 18, 2021:
MOVED by Gord; **SECONDED** by Frank; **Carried**

Matters arising from the minutes:

Under new business, nominating committee – should read: Heather as past president is on the committee.

MOVED by Gord; **SECONDED** by Dennis; **Carried**

Correspondence

Email from public health inspector – Tammi sent an email to the public health inspector to clarify mask requirements at bingo when eating/drinking. The response explained that in a previous public health order, masks could be removed when seated, but this has changed. For bingo, players should only remove masks when actively consuming food/drink and then put their masks back on.

Letter sent to CRA Charities Directorate – Brad sent letter to CRA, making a correction to our mailing address so it will come to club's mailbox. Also changed names of "authorized agents" list and clarified five names of current executive.

Electronic application sent to LGCA to update 50/50 ticket sales licence – Brad and Tammi reviewed our licence and sent the application in after a meeting with an authority representative. Changed wording on licence, changed executive contact information and removed bingo from licence (separate licence for bingo). Submitted on January 3 and the process may take six weeks. For special events (e.g. silent auction) we can go through the RM, so Tammi has been in contact with the RM's CAO.

Old business

Cancellation of cake decorating event – instructor filed a claim at small claims court, naming EBSS and Tammi in separate suits. EBSS lawyer is involved. Virtual conference in March to determine if this issue will proceed.

Action items for board members were reviewed, and the updated list is attached.

Reports:

Treasurer

Frank submitted the treasurer's report for November 2021
MOVED by Frank; **SECONDED** by Gord to accept the report. **Carried.**

Frank submitted the treasurer's report for December 2021
MOVED by Frank; **SECONDED** by Gord to accept the report. **Carried.**

Discussion. Heather will provide a hamper report at the next meeting. When we receive a donation over \$500, we will send a thank-you letter with the receipt. Brad will create a generic letter for this purpose.

Program Coordinator

We currently have 228 members (188 renewals, 12 new)

Programming and special events affected by COVID. Current restrictions include reduced capacity to 50 per cent, mandatory masks, 6 ft distancing. Current public health orders are in place until February 1.

Most events have been postponed. January beach party was cancelled and February dinner might not happen. March dinner (Ron Hampton) might go ahead, depending on restrictions. Beginner line dancing, cribbage, bingo postponed. Photography and Monday cards still happening.

Chris Bishop will do Sunday afternoon bridge – need to start at 3 p.m. or later (after cleaners).

Tammi will ask if they can do a different day/evening.

How do we proceed with proposed classes, such as Tai chi? Tammi would also like direction re: fall prevention class she teaches (10-16 people) – participants receive physical, emotional, social benefits. Should we keep this class going or pause it?

December events were all very successful. More volunteers want to participate and Tammi has received offers from instructors.

Defer discussion on Tammi's questions about programming to "new business."

Tammi has been in contact with Rainbow Stage and Folklorama. Folklorama needs a non-refundable \$400 deposit. The bus normally accommodates 54.

MOVED by Dennis that we place the \$400 deposit for Folklorama; **SECONDED** by Gina; **Carried.**

Fundraising

Dennis is working on two grant proposals, one related to HVAC (Sustainable Communities provincial grant) and the other related to trees (Queen Elizabeth federal grant).

- Sustainable Communities – Purchase of three air purifiers; engineering for an upgrade to HVAC system; repairs to the make-up air system that exists. Province pays 50 per cent of these projects, which would mean EBSS would fund approximately \$9K and the Manitoba government would fund \$9K. We can always make a decision to not accept funding through this grant should we decide to not proceed, even if we submit an application for funding.

- Queen Elizabeth – For a project that includes landscaping improvements (garden, trees) and a tea party to celebrate its opening. Will ask for money to \$5K, which is the maximum amount. Applications can be submitted throughout the year.

Dennis will give more detail at our board meeting in March, and then if approved by the board, we can take the proposals to our membership at the general meeting in March.

MOVED by Dennis that we submit our Sustainable Communities application on January 17 and that we share information with board and membership in March for approval should we get the grant. **SECONDED** by Gord. **Carried**.

Maintenance

Dave is away on vacation. Al reported on folding wall repair, estimate to replace concrete in front, Efficiency MB rebate payment, Adirondack chair assembly for social, fixes to front door and sink, concrete repair in conjunction with New Horizons grant.

Social committee

No report.

Governance

Jordan provided an update to Brad by email. He reviewed our insurance and determined that we have a high coverage amount for a reasonable premium. The Association of Manitoba Municipalities has a group insurance plan for municipalities, and all nonprofits are eligible to be part of it. No action is required.

Brad suggested that we do an audit of assets within the EBSS facility for insurance purposes. A summer student started it but did not complete it. In our governance manual, the vice president is responsible for this task. Jascha will continue the assessment.

Jordan shared the brainstorming list from Nov. 18 meeting. Brad will share the list with Shelley to attach to minutes.

Communications

No report.

New business

Effect of pandemic on programming

Current restrictions limit us to 100-person capacity for large room, we cannot have dancing and the bar must close at 10 p.m.

State of weekly programming. We should continue if we can and be aware of the risks.

Participants can choose to attend programs or not.

A suggestion was made to try Friday happy hours in February instead of a social.

Vaccination ID checking for large events

Brad and Tammi will develop a protocol and share it with the board and others (old protocol committee).

EBSS old files

Consolidate filing cabinets in one location, get rid of what we no longer need and set up separate finance lockable cabinet in boardroom. Frank and Jascha will proceed with setting this up.

IERHA service purchase agreement, mid-year review

Brad approached Bill Forbes. Frank and Bill will do the mid-year review and send a letter to the IERHA. Brad will follow up with authority to ask about a signed copy of our agreement – we have not received it yet.

Year at a glance calendar

Shelley will create a Google calendar to share with the board. In addition to meeting dates and events, we will add executive changes to calendar, e.g. when we need to update banking info, CRA charity info, etc.

Summer student

Will we hire a summer student this summer to work with Tammi? Not necessary this year. May consider again when we're back at full speed.

Efficiency MB rebate and New Horizons grant

Proposed new lighting on main floor, new screen and projector, and tablets for board with New Horizons grant funding. We used funds for lighting, projector and screen. Subsequently we discovered that if we bought a specific type of light, we could receive a rebate from Efficiency MB – we received a \$2800 rebate. At the time we did not mention the rebate in our final report to New Horizons. We don't have enough money to buy 11 tablets but we should use the remaining money in some similar way to maintain our relationship with New Horizons. Propose that we purchase a dedicated laptop for treasurer; at the present time financials are on shared laptop. We can buy a second laptop if we decide or put the money into general funds. We need to write a letter to New Horizons.

Agenda for general meeting in March

Grant applications for Manitoba government. Plans for purchase of air purifiers (in grant) – \$3500 each; approval from membership to go ahead and proceed with purchase.

Storage room in basement. Propose to spend money to create storage room in the basement for filing cabinets and all Christmas decorations, which will open up space in main floor cupboards for Tammi's fall prevention supplies.

Other items? Need to determine by next meeting.

All committee heads give reports at meeting, also socially-conscious committee report.

Can look at old general meeting agendas. Let Brad know about agenda items.

Other new business

- We received a question about whether volunteers get free tickets (e.g. dinner tickets) if they volunteer at events. No. New governance manual sets out that volunteers do not get tickets.
- Do we have a volunteer database? Tammi gave out forms for recruiting volunteers; most were not returned. Tammi has a list of people that are willing to help in various ways (not a database though).
- Gina would like to be involved in evaluation of air purifiers. Brad will send information from the supplier to Gina.

Gord moved to adjourn the meeting at 11:58 a.m.

An in camera meeting proceeded after the board meeting adjourned.

Next meeting: Thursday, March 10, 2022, at 2:30 p.m.

Respectfully submitted, Shelley Penziwol, Secretary

DRAFT